

DeForest Area School District
Administrative Regulation

TITLE: EMERGENCY NURSING SERVICES	NUMBER: AR 4.8(2)
<i>Executive Limitation: EL 4, Treatment of Students (4.8 – Expectations for Working and Learning Environment)</i>	
Recorded as Administrative Regulation: <i>Established: 3/8/04 Revisions:</i>	
Origin as Board Of Education Policy: Students 453, Emergency Care and Sudden Illness Procedures <i>Established: prior to 1994 Revisions: 2/8/94, 3/10/98 & Safety Advisor</i>	

The district has established the following rules and guidelines for delivering emergency and other medical services to District students

Services Director

Emergency nursing services will be provided under the direction of a nurse currently registered in the State of Wisconsin.

First Aid Staff

During the school day, first aid care shall be provided by designated staff members who have completed an approved course in First Aid and CardioPulmonary Resuscitation (CPR). Consultation and advice will be available from the Services Director when designated staff have questions. Arrangements shall be made by school Administration for the provision of emergency services at all extracurricular events and field trips.

Medical Advisor

Medical direction for emergency nursing services shall be provided by a physician licensed to practice in the State of Wisconsin.

First Aid Manual

First Aid procedures for specific conditions due to illness or accident are adapted from the Red Cross Manual, *Safety in the Workplace*. This text shall be provided for use in all buildings and a copy will be readily available in each building.

Health Area Locations and Supplies

Each school shall provide a designated health area where equipment and supplies for First Aid will be available. The Health Room shall be open to students during the school day. Equipment and supplies will be inventoried and maintained by the Services Director and designated staff members.

Emergency Notification

A notification form for emergency or illness shall be on file and in the computer system for each student and shall be updated annually.

Daily Log

A record system shall be maintained in the District, including accident investigation reports and a log of services, maintained in accordance with State and Federal laws and regulations.

Home Due to Illness

If the Services Director or designated staff member determines that a student should be sent home, school personnel shall contact the parents or their designee to pick up the student. No student shall be sent home unless parent contact has been made.

Emergency Medical Services

In life-threatening situations, the DeForest-Vienna-Windsor Emergency Medical Service shall be called by either the Services Director or emergency care designee. The cost for such services shall not be borne by the District.

Accident Reports

The Principal's Office shall be notified as soon as possible in the case of injury on school property. An accident report shall be filed by the staff member who witnessed the accident and completed by the emergency caregiver.

Medication Policy

Medication will only be administered by designated school personnel with appropriate written permission. Over-the-counter medication shall only be given upon written permission from the parent/guardian. Prescription drugs shall only be given upon the receipt of written instructions from the student's physician and written parental permission. All medications must be in an appropriately labeled container and kept in the school office unless arrangements are made with specific teachers. A record will be maintained of all medication given at school.

Student Health Records

A personal data health record shall be on file for each student and shall be updated annually or more often as changes occur. Health concerns of the students will be compiled, and approved personnel will be notified of any severe health conditions.

Confidentiality Regulations

The District recognizes that an individual's health status is personal and private; and, therefore, confidentiality standards shall be maintained in accordance with the state and federal laws and regulations. The District shall handle information regarding student health with suspected or confirmed communicable diseases in accordance with state and federal confidentiality laws and established Board policies.

Communicable Disease Policy

Communicable disease control procedures shall be maintained in cooperation with the Dane County Public Health Nursing Division. Federal and State regulations and guidelines and Center for Disease Control guidelines shall be followed when considering attendance/exclusion of students who have a communicable disease.

Students may be excluded from school and/or school-related activities if they are suspected of or diagnosed by a physician as having a communicable disease that poses a significant health risk to others or that renders them unable to adequately pursue their studies. The student shall remain so excluded until such time that it is determined by the Services Director that the risk of transmission has subsided and/or they can pursue their studies. Students excluded from school pursuant to this policy may appeal their exclusion as set forth in established administrative procedures.

Liability

Personnel designated to provide emergency care shall be covered by liability insurance purchased by the District.

Annual Reviews

An annual review shall be made of the emergency medical services and school safety regulations by a committee, which includes the following members: District Administrator, building principal, the Services Director, the District Safety Coordinator, and other appropriate persons designated by the District Administrator.

References

District Medication Policy	Section 251, Wisconsin Statutes
443.4, Student Chemical Abuse	Section 115.76-115.89, Wisconsin Statutes
Section 118.29, Wisconsin Statutes	Section 146.81-146.84, Wisconsin Statutes
Section 118.291, Wisconsin Statutes	Section 441, Wisconsin Statutes
Section 121.02 (1)(g), Wisconsin Statutes	34 CFR 99 (FERPA) Federal Statutes
Section 118.125, Wisconsin Statutes	29 CFR 1910.1030 Federal Statutes
Section 118.07, Wisconsin Statutes	20 USC 1401-80 Federal Statutes
Section 118.25, Wisconsin Statutes	29 USC 749 Federal Statutes
Section 252.21, Wisconsin Statutes	20 USC 1232g Federal Statutes